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Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director, OPC

FROM : Assistant Director, ORE

SUBJECT: Intelligence Support for OPC

DATE: 31 July 1950

1. One of ORE's important collateral functions is to provide intelligence to CIA'S operations ^{of} intelligence components. (See ORE Statement of Functions attachment "B")

2. In the past three months ORE has processed _____ ORE requests for intelligence production and it is understood by ORE that several OPC requests are being fulfilled by other intelligence agencies.

3. Many of the requests received by ORE appear not to have been sufficiently screened in OPC before transmission as production requests. In particular, many ^{exploiting} of the requests could have been answered by ~~reference~~ ^{in addition,} ~~materials~~ ^{available over} reference materials and facilities. Some of the requests were so loosely framed as to indicate that the OPC requestor did not himself have a clear idea of what he wants. Requests of this type throw an ~~an~~ unjustified burden on the resources of ORE.

4. ORE believes that three steps could be taken to provide a more effective relationship between OPC and ORE on production matters:

a. Advance notification of OPC intelligence requirements would provide ORE with a guide by which it could adjust and prepare its schedules and thus eliminate conflicting deadlines and priorities.

b. Advance screening of its requests by OPC would sift out many requests that could be fulfilled by reference facilities, such as, libraries, the external research program, OCD registers, etc..

c. Increased liaison between OPC support personnel and ORE divisions. It is proposed that one senior analyst in each ORE division be nominated to cooperate with OPC on ~~intelligence matters~~. It is proposed that many OPC ~~requests~~

intelligence problems could be resolved by personal negotiations without resorting to formal requests

for ORE production. This liaison contact would not eliminate the Publications Division, ORE, as the central ORE point for receiving formal OPC production requests.

5. In addition to providing consultation and advice and producing intelligence studies for OPC, ORE believes that it should process and schedule those OPC requests to be fulfilled by the IAC intelligence organizations. In this way ORE can be of assistance to OPC and ~~EMA~~ at the same time more effectively coordinate governmental intelligence production in implementation of its assigned mission and functions.

6. Attachment "A" is a chart showing ^a ~~EMA~~ proposed ~~PROCESSING~~ procedure for handling of OPC requests for intelligence production.

7. Your comments on the proposals contained in this memorandum would be appreciated.

PROPOSED PROCEDURE FOR PROCESSING OPC REQUESTS FOR
INTELLIGENCE SUPPORT

(The example considers a project request that requires
production both by ORE and another agency)

Procedure	OPC Support Staff	D/Pub	Req. Div	IAC Agency	OPC or OCD Library
1. Requirement Formulated 2. Reviewed and Discussed with D/Pub and Div. 3. Project to be split, ORE doing part and IAC agency part. a. D/Pub sends project request to ORE division. b. D/Pub sends project request to IAC agency. 4. Completed projects received in D/Pub. 5. D/Pub disseminates ORE portion to OPC. 6. D/Pub sends IAC portion to ORE division for evaluation. 7. Division returns evaluated IAC contribution to D/Pub. 8. D/Pub disseminates evaluated IAC contribution to OPC 9. OPC sends copies to library					

Steps in process

- - Common to both.
- - Produced by IAC.
- - produced by ORE.

Bob I have liked to OPC
once and want to use
this as basis for another
informal chat. Does it
look O.K. to you?

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